ABSTRACT OF THE DISCLOSURE

A method for generating and disseminating information includes establishing service centers at geographically separated locations, providing at each service center a control computer, a functionally divisible computer client memory, electronic transmission apparatus, fax receiving and transmission apparatus and a printer for printing data from the memory. A portion of the client memory is assigned to each of a plurality of clients and in each client memory portion is stored data representing parts of documents to be generated. In response to a request received from a client, a document is formed and is transmitted by one or more of the available transmission techniques to one or more designated recipients.